



# PURCHASE ORDER

**PO Number: 303-1-0510**

*Requisition Number: 303-1-01155*

**Order Date: 3/1/2021**

**Released**

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,  
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**  
accountspayable@tfc.state.tx.us

**IF INVOICE IS MAILED, DELAYS MAY OCCUR.**  
TEXAS FACILITIES COMMISSION  
FISCAL MANAGEMENT / ACCOUNTS PAYABLE  
P.O. BOX 13047 Austin, Texas 78711-3047

## Delivery Location

--Select--

Central Services Building  
1711 San Jacinto - 4th Floor  
Austin, TX 78701

**Show numbers on all papers and packages**

## Referenced Source or Vendor

12003760589  
FISCHER MANAGEMENT SERVICES INC  
TWO GALLERIA TOWER - SUITE 1900  
13455 NOEL ROAD  
DALLAS, TX 752406630  
ERIC WILLIAMS  
Phone:972-980-6190, Fax:972-980-7110  
EWilliams@fishercompany.com

ManagePath - Leasing Portfolio Database Service

Price as per the attached proposal

**Description** New Contract for 36 months effective 02/01/2021

TFC Contact:  
Jenny Ruiz, (512) 463-5649

## Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Fischer Management Services shall provide services, in accordance with contract, for the usage and maintenance of ManagePath, the States' Leasing Portfolio database. This purchase order is for the use of proprietary database application and hosting services which are required by the State to properly manage and track Lease Contracts for client agencies statewide. ManagePath shall interface and integrate with other proprietary systems to export and import data. All data shall remain the property of the State of Texas.	36	Months	\$4,782.70	2/1/2021	1/31/2024	\$172,177.20

**NIGP Class:** 920

**NIGP Item:** 05

**Object Class:** 262

**Reimbursement Type:** Not Reimbursable

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512)463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

<b>Agency</b>	TFC
<b>Fiscal Year</b>	2021
<b>Division</b>	Facilities Management and Operations
<b>Program</b>	State Lease Program
<b>Phone</b>	5124635649
<b>Org Code</b>	0804 - Facilities Leasing
<b>Type of Purchase/PCC Code</b>	'D' Purchases of IT commodities/services not available on a DIR Contract
<b>Work Order Number</b>	N/A

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

**Invoicing Standards**

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable ) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

**FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.**

**TEXAS FACILITIES COMMISSION INTERNAL PURCHASING**

PURCHASER: \_\_\_\_\_  
Sastry, Archana - CTCM, CTPM, 5124632743

**(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)**

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)